

JOB DESCRIPTION

JOB TITLE: LABORER

DEPARTMENT: PUBLIC WORKS

DIVISION: PUBLIC WORKS

REPORTS TO: PUBLIC WORKS SUPERVISOR

SALARY: \$12.2973 PER HOUR

REVISED: April 22, 2015

NON-EXEMPT

GENERAL DESCRIPTION:

Unskilled and limited semi-skilled manual work in the performance of laboring tasks and a variety of construction and maintenance work. Patches holes in the road with asphalt or lime rock. Installs road signs. Clears trees, brush and vegetation from roadside. Removes and installs concrete. Flags traffic on roads under repair. Loads and unloads heavy material from trucks. Maintains grounds. Loads trash on truck. Digs ditches. Must be a high school graduate or have a GED equivalency. Prefer one year experience in performing manual labor.

ESSENTIAL JOB FUNCTIONS:

Essential functions are fundamental job duties. They do not include marginal tasks which are also performed but are incidental to the primary functions. Personal characteristics required of all employees, such as honesty, industry, sobriety and the ability to get along with others, are presumed qualities and may not be listed specifically.

(Note: These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, relates to, or is a logical assignment to the position).

- Works on patch, shoulder or finish crew, patches holes in road with asphalt or rock and rakes asphalt;
- Assists in maintaining and installing road signs;
- Helps other workers to check grade stakes, clears ditches with bush cutter;
- Digs and maintains ditches with shovels and removes tree stumps;
- Operates chain saw and bush cutter in ditch maintenance and right-of-way clearings;
- Moves or assists in moving of heavy and bulky objects;
- Assists in performing field maintenance and service work on equipment, washes and lubricates vehicles;
- Assists with in-shop maintenance in a labor capacity;
- Other related duties and responsibilities as required.
- Regular attendance.

KNOWLEDGE, SKILLS, and ABILITIES:

- Tools used in maintenance and construction work; occupational hazards and safety precautions of laboring work. Must be able to acquire and maintain a CDL.
- Must be computer literate and be knowledgeable in sending and receiving email.

WORKING ENVIRONMENT:

Working Conditions: Work is exposed to one or more disagreeable conditions (i.e., outdoor weather conditions, excessive noise, extreme heat, odors or dust).

Risk/Safety Conditions: This position requires moderate exposure or risk to physical health and/or physical safety (e.g., exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, rain, and/or toxic/poisonous agents).

Essential Physical Activities: Stooping, crouching, walking, pulling, lifting, grasping, hearing, seeing up close, seeing far away, kneeling, reaching, pushing, talking, standing, climbing, finger movement, repetitive motions, depth perception. Frequent lifting of 10 to 25 pounds; occasional lifting of up to 50 pounds.

MINIMUM QUALIFICATIONS:

- High school diploma or equivalent.
- Must possess and maintain a valid Florida Driver License.